

**PSOMAKARA Agency Services**

Barrigah House, Ocam Street, (Opposite Dr. Aziable Clinic), Lome, Togo Tel: +228 22 20 49 49

Email: [agency@psomakara.com](mailto:agency@psomakara.com), Site: <https://www.psomakara.com/>

Greek helpdesk email: [agency@bevaldia.com](mailto:agency@bevaldia.com) Tel.: (+30) 210 958 2176

Greek Address: 124, Kifissias Avenue, Maroussi 151 25, Athens, Greece

# TERMS AND CONDITIONS FOR THE PROVISION OF ARMED SECURITY GUARDS



## LOMÉ - TOGO

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**PSOMAKARA Agency Services** is capable to provide to vessels calling Lomé Anchorage/Port the services of a squad of four armed soldiers to serve as armed guards in securing vessel, cargo and crew.

## **1. REQUEST AND CONFIRMATION ORDER**

- a) Request for armed guards' services must be received in our office by e-mail **at least 24 hours** in advance of time prior to the required service.
- b) The request form below (page 8) is to be completed and returned for booking confirmation.
- c) A formal confirmation of receipt of request for the supply of Armed Guards services is followed by a P/DA, issued by **PSOMAKARA Agency Services** covering the costs for the first day as stated in clause 6 below.
- d) Vessels carrying weapons, arms and / or ammunition as well as foreign armed guards or foreign armed soldiers, are prohibited from operating in Togo territorial waters. Such vessels are advised to abstain from requesting the provision of Armed Guards from **PSOMAKARA Agency Services** under this specific agreement.

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## **2. NOTIFICATION TO TOGO NAVAL FORCES**

- a) Request forms (filled and endorsed) are transmitted by **PSOMAKARA Agency Services** to the chief of Marine staff.
- b) The Navy Commander upon assembling the squad of armed soldiers liaises with the Agent & Master of the vessel, prior to connecting the Armed Guards for embarkation.

## **3. PROCEDURE FOR THE EMBARKATION OF ARMED SECURITY GUARDS**



- a) Liaise with us:
- To ensure readiness of the squad
  - To notify Togo Navy Ops desk of your arrival
- b) Upon approaching the anchorage, kindly contact Togo Navy Ops desk on **VHF Channel 10** to confirm your request for Armed Security Guards embarkation.

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- c) Kindly contact Togo Navy Ops desk on Channel 10 to disclose your Charterers Agents details since this is mandatory.
- d) You are expected to contact your charterers Agents upon arrival and to instruct them to liaise with Togo Navy Ops desk to confirm its Agency appointment in order to facilitate clearances for all services /operations.
- e) Togo Navy will advise the rendezvous position (approximately **3NM** from breakwater) for Togo GSF embarkation.
- f) Upon embarkation of Armed Security Guards, Togo Navy Ops desk can advise an anchor position within the secured delineated area.
- g) Kindly keep us daily posted with regards to your vessel's prospects for smooth planning.
- h) Vessels are not allowed to go beyond **12NM** with **ASGs** on board.
- i) Armed Guards embarkation/disembarkation is performed from **06.00hrs LT to 18.00hrs LT AGW SWP**.
- j) Armed Guards embarkation/disembarkation is only performed at the rendezvous position (Approximately **3NM** from the breakwater)
- k) Always keep all relevant parties posted upon completion of embarkation / disembarkation.
- l) Be kind to send a report (in a sealed envelope) on team's attitude on board, to Togo Navy Commander (**Commandant BABATE**).

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## **4. FACILITIES TO BE PROVIDED TO ARMED SECURITY GUARDS ON BOARD OF VESSELS**

- a) The vessel is expected to make available one cabin to be used by Armed Guards during their stay on board. This cabin is used for resting guards who are rotationally on a minimal two-man round the clock watch of the vessel.
- b) The vessel is also expected to feed the armed guards with the same food provided to its crew.

## **5. ROTATION OF ARMED SECURITY GUARDS TEAM**



The entire team or part of the four-man team of armed guards may be replaced / changed-over every seven (07) days.

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## **6. DISEMBARKATION OF ARMED SECURITY GUARDS**

- a) The vessel is requested to submit to **PSOMAKARA Agency Services** (Agent) a “Notice to disembark Armed Security Guards” **at least 12 hours** prior to completion of operations, in order to allow for smooth and timely organization of the disembarkation.
- b) Actual / effective disembarkation can only take place between the hours of **06H00 and 18H00**, Considering that movement to and from vessels at anchorage is prohibited between 18H00 and 06H00.
- c) **PSOMAKARA Agency Services** will, upon receipt of “notice to disembark” armed security guards from the vessel and taking into consideration the imposed restriction of movement to and from vessels and upon confirmation of disengagement formalities with the Commander of the Navy, notify vessel of possible actual time of effective disembarkation of armed security guards from vessels.

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## **7. COSTS & BILLING**

a) All subsequent invoices are expedited after every other additional day and payments are expected to be made accordingly within the **24 hours**.



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## 8. Form To Be Completed And Returned

- I. Vessel name.....
- II. Flag and port of registry.....
- III. IMO.....
- IV. Call sign.....
- V. LOA.....
- VI. Breadth.....
- VII. Draft.....
- VIII. Gross Tonnage.....
- IX. Net Tonnage.....
- X. Master's Name.....
- XI. Total crew on board.....
- XII. Last Port of call.....
- XIII. Date & time of embarkation of Armed security guards.....
- XIV. Character agents (if any).....
- XV. Protective agent (if any).....
- XVI. Type of operation(Disch./Load).....
- XVII. Full style Owners/Characters.....  
.....
- XVIII. Authorized Signature.....